

**REAL ESTATE APPRAISERS APPLICATION
ADVISORY COMMITTEE
MINUTES
MARCH 28, 2006**

PRESENT: Marla Britton, Frank D. Hopp, Larry R. Nicholson, Karen Scott, Linda Verbecken, Steve Vitale, and Ursula Volk

ABSENT: Lynn Gregorash

STAFF PRESENT: Tim Wellnitz, Bureau Director; Ruby Jefferson-Moore, Legal Counsel; PJ Monson, Bureau Assistant

CALL TO ORDER

Karen Scott, Chair, called the meeting to order at 10:02 a.m. A quorum of 7 members was present.

ADOPTION OF AGENDA

MOTION: Steve Vitale moved, seconded by Larry Nicholson, to approve the agenda as written. Motion carried unanimously.

APPROVAL OF MINUTES FEBRUARY 1, 2006

MOTION: Marla Britton moved, seconded by Linda Verbecken, to approve the minutes of February 1, 2006 as written. Motion carried unanimously.

ADMINISTRATIVE REPORT – TIM WELLNITZ, BUREAU DIRECTOR

Tim Wellnitz announced an open position on the committee and welcomed suggestions from the committee members.

**REVIEW AND RECOMMENDATIONS ON APPLICATION
FORMS AND PROCEDURES**

Real Estate Appraisers Board Recommendation Regarding Supervision of Trainees Applicants

Tim Wellnitz updated the Committee on the recommendation regarding supervision of trainees. The committee discussed mentoring and the availability.

Re-Reviews

Karen Scott addressed the Committee with the rough draft of the Summary of USPAP Standards to be used by the committee members to assist in the report review process. Ruby Jefferson-Moore joined the

conversation with regard to the impact of public documents and the statutes and rules. The Committee made recommendations for amending the document. Karen Scott will re-draft the document for review by the Committee at a future meeting.

(Frank Hopp joined the meeting)

Reviewers Comments Included in Notice of Denial

Tim Wellnitz addressed the Committee regarding the Notice of Denials and requested the comments made to be clearer to the applicant including the USPAP violation.

INFORMATIONAL ITEMS

Noted.

CLOSED SESSION

MOTION: Marla Britton moved, seconded by Ursula Volk, to convene to Closed Session to consider licensure or certification of individuals pursuant to s. 19.85(1)(b), Stats., and to consider individual histories pursuant to s. 19.85(1)(f), Stats. Roll Call Vote: Marla Britton-yes, Frank D. Hopp-yes, Larry R. Nicholson-yes, Karen Scott-yes, Linda Verbecken-yes, Steve Vitale-yes, and Ursula Volk-yes. Motion carried unanimously.

Open Session recessed at 11:06 a.m.

The Committee reviewed and considered the appraisal experience and appraisal reports of applicants applying for licensure.

RECONVENE TO OPEN SESSION

MOTION: Linda Verbecken moved, seconded by Steve Vitale, to reconvene into Open Session at 1:00 p.m. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

APPRAISAL REPORTS REVIEWED ON MARCH 28, 2006

EDDY ARNOLD – LICENSED (AQB)

MOTION: Marla Britton moved, seconded by Steve Vitale, to recommend that the Department deny Eddy Arnold's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

ERICK BELUS - LICENSED

MOTION: Ursula Volk moved, seconded by Steve Vitale, to recommend that the Department approve Erick Belus's appraisal reports as submitted with coaching comments. Motion carried unanimously.

CARL BERGLUND – LICENSED (AQB)

MOTION: Ursula Volk moved, seconded by Frank Hopp, to recommend that the Department deny Carl Berglund's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

HEATHER BOGENHAGEN - LICENSED

MOTION: Ursula Volk moved, seconded by Larry Nicholson, to recommend that the Department approve Heather Bogenhagen's appraisal reports as submitted. Motion carried unanimously.

BILLY BOWERS – CERTIFIED (CERT) GENERAL

MOTION: Marla Britton moved, seconded by Linda Verbecken, to recommend that the Department deny Billy Bowers' appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

JAMES BROWN – CERT. RESIDENTIAL

MOTION: Frank Hopp moved, seconded by Marla Britton, to recommend that the Department table James Brown's appraisal reports. Motion carried unanimously.

KYLE CHRISTENSON – LICENSED (AQB)

MOTION: Larry Nicholson moved, seconded by Ursula Volk, to recommend that the Department approve Kyle Christenson's appraisal reports as submitted. Motion carried unanimously.

JOSEPH CONNOLLY – LICENSED (ASSESSOR)

MOTION: Marla Britton moved, seconded by Linda Verbecken, to recommend that the Department issue a notice of intent to deny Joseph Connolly's appraisal reports subject to receipt of employer letter and three additional demonstration appraisals that comply with USPAP and one that includes all three approaches to value and subject to approval by the reviewing appraiser with coaching comments. Motion carried unanimously.

JOHN CORSA – CERT. RESIDENTIAL

MOTION: Marla Britton moved, seconded by Frank Hopp, to recommend that the Department deny John Corsa's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

CAROL CROSS – CERT. RES. (ASSESSOR)

MOTION: Steve Vitale moved, seconded by Marla Britton, to recommend that the Department approve Carol Cross's appraisal reports as submitted. Motion carried unanimously.

ERNEST DROESSLER – LICENSED (AQB)

MOTION: Frank Hopp moved, seconded by Linda Verbecken, to recommend that the Department approve Ernest Droessler's appraisal reports as submitted with coaching comments. Motion carried unanimously.

GERALD DUNCAN - LICENSED

MOTION: Marla Britton moved, seconded by Steve Vitale, to recommend that the Department issue a notice of intent to deny Gerald Duncan's appraisal reports subject to receipt of one additional report that complies with USPAP. Motion carried unanimously.

RONALD FUHRMANN – LICENSED (AQB)

MOTION: Marla Britton moved, seconded by Steve Vitale, to recommend that the Department deny Ronald Fuhrmann's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

MARY FULLER - LICENSED

MOTION: Ursula Volk moved, seconded by Frank Hopp, to recommend that the Department issue a notice of intent to deny Mary Fuller's appraisal reports subject to receipt of an additional report that meets USPAP and subject to approval by the reviewing appraiser. Motion carried unanimously.

TERRI GLEASON – CERT. RESIDENTIAL

MOTION: Linda Verbecken moved, seconded by Steve Vitale, to recommend that the Department issue a notice of intent to deny Terri Gleason's appraisal reports subject to receipt of three additional reports (one report SRIPAR,

one condo and one 2055 within the past 6 months).that comply with USPAP. Motion carried unanimously.

TIMOTHY GRAUL, JR – CERT. RESIDENTIAL

MOTION: Larry Nicholson moved, seconded by Marla Britton, to table Timothy Gaul, Jr. Motion carried unanimously.

ORIN GREB – CERT. RESIDENTIAL

MOTION: Steve Vitale moved, seconded by Ursula Volk, to recommend that the Department issue a notice of intent to deny Orin Greb's appraisal reports subject to receipt of one additional report that meets USPAP and subject to approval by the reviewing appraiser. Motion carried unanimously.

DIANE GUSTIN - LICENSED

MOTION: Marla Britton moved, seconded by Larry Nicholson, to table Diane Gustin. Motion carried unanimously.

NANETTE HANSON - LICENSED

MOTION: Marla Britton moved, seconded by Frank Hopp, to recommend that the Department deny Nanette Hanson's appraisal reports as submitted because the reports do not comply with USPAP and refer the supervisor to DOE. Motion carried unanimously.

JEFFREY HAUTALA – CERT. GENERAL

MOTION: Marla Britton moved, seconded by Steve Vitale, to recommend that the Department deny Jeffrey Hautala's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

THOMAS HOAGLUND - LICENSED

MOTION: Ursula Volk moved, seconded by Linda Verbecken, to recommend that the Department issue a notice of intent to deny Thomas Hoaglund's appraisal reports subject to receipt of one additional report that complies with USPAP and subject to approval by the reviewing appraiser with coaching comments. Motion carried unanimously.

FRANCIS HOLZER – CERT. RESIDENTIAL

MOTION: Marla Britton moved, seconded by Steve Vitale, to table Francis Holzer and request additional information. Motion carried unanimously.

STEVEN LOEHRKE - LICENSED

MOTION: Marla Britton moved, seconded by Steve Vitale, to recommend that the Department issue a notice of intent to deny Steven Loehrke's appraisal reports subject to receipt of an additional narrative report which uses all three approaches and does not include another appraisers work or a form report that incorporates and uses all three approaches to value and subject to approval by the reviewing appraiser. Motion carried unanimously.

ERIC MAGNUSON – LICENSED

MOTION: Linda Verbecken moved, seconded by Marla Britton, to table Eric Magnuson. Motion carried unanimously.

STEVEN MEYERS – CERT. GENERAL

MOTION: Larry Nicholson moved, seconded by Ursula Volk, to recommend that the Department approve Steven Meyer's appraisal reports as submitted. Motion carried unanimously.

MARK OLSON – LICENSED

MOTION: Larry Nicholson moved, seconded by Steve Vitale, to recommend that the Department approve Mark Olson's appraisal reports as submitted. Motion carried unanimously.

GARY PAQUETTE – CERT. RESIDENTIAL

MOTION: Ursula Volk moved, seconded by Marla Britton, to recommend that the Department issue a notice of intent to deny Gary Paquette's appraisal reports subject to receipt of one additional report that complies with USPAP and subject to approval by the reviewing appraiser with coaching comments. Motion carried unanimously.

BRADLEY PERRIN – CERT. RESIDENTIAL

MOTION: Marla Britton moved, seconded by Larry Nicholson, to recommend that the Department deny Bradley Perrin's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

THOMAS RUSH – CERT. RESIDENTIAL

MOTION: Linda Verbecken moved, seconded by Steve Vitale, to recommend that the Department issue a notice of intent to deny Thomas Rush's appraisal reports subject to receipt of one additional report that complies with

USPAP and subject to approval by the reviewing appraiser with coaching comments. Motion carried unanimously.

JON SHEDLOSKY – LICENSED

MOTION: Larry Nicholson moved, seconded by Frank Hopp, to recommend that the Department approve Jon Shedlosky's appraisal reports as submitted. Motion carried unanimously.

PAMELA SINGERHOUSE – CERT. RESIDENTIAL

MOTION: Marla Britton moved, seconded by Steve Vitale, to recommend that the Department deny Pamela Singerhouse's appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

JEFFREY SMYTH – CERT. GENERAL

MOTION: Marla Britton moved, seconded by Linda Verbecken, to table Jeffrey Smyth. Motion carried unanimously.

JEFFREY TIELENS – LICENSED

MOTION: Marla Britton moved, seconded by Steve Vitale, to recommend that the Department issue a notice of intent to deny Jeffrey Tielin's appraisal reports subject to receipt of one additional report that complies with USPAP and subject to approval by the reviewing appraiser with coaching comments. Motion carried unanimously.

JASON VAN BEEK – LICENSED

MOTION: Linda Verbecken moved, seconded by Ursula Volk, to recommend that the Department issue a notice of intent to deny Jason Van Beek's appraisal reports subject to receipt of one additional report that complies with USPAP and subject to approval by the reviewing appraiser with coaching comments. Motion carried unanimously.

LINDSEY VANDEN BUSH – LICENSED

MOTION: Frank Hopp moved, seconded by Steve Vitale, to recommend that the Department approve Lindsey Vanden Bush's appraisal reports as submitted with coaching comments regarding signature required on certified copies. Motion carried unanimously.

MARK VOLCKMANN – CERT. RESIDENTIAL

MOTION: Marla Britton moved, seconded by Linda Verbecken, to recommend that the Department deny Mark Volckmann's appraisal reports as submitted because the reports do not comply with USPAP and send to DOE. Motion carried unanimously.

JAMES WANG – CERT. GENERAL

MOTION: Steve Vitale moved, seconded by Ursula Volk, to recommend that the Department approve James Wang's appraisal reports as submitted with coaching comments regarding signature required on certified copies. Motion carried unanimously.

PAUL ZANONI – LICENSED

MOTION: Marla Britton moved, seconded by Ursula Volk, to recommend that the Department issue a notice of intent to deny Paul Zanoni's appraisal reports subject to receipt of one additional report that complies with USPAP and subject to approval by the reviewing appraiser with coaching comments. Motion carried unanimously.

JEFFREY ZIEGLER – LICENSED

MOTION: Larry Nicholson moved, seconded by Steve Vitale, to recommend that the Department issue a notice of intent to deny Jeffrey Ziegler's appraisal reports subject to receipt of one additional report that complies with USPAP and includes all three approaches to value and subject to approval by the reviewing appraiser. Motion carried unanimously.

VISITORS COMMENTS

None.

ADJOURNMENT

MOTION: Marla Britton moved, seconded by Steve Vitale, to adjourn the meeting at 1:14 p.m. Motion carried unanimously.

Next meeting: APRIL 26, 2006 10:00 a.m.